

CHARTER  
DEPARTMENT OF DEFENSE MILITARY FAMILY READINESS COUNCIL

- A. Official Designation: The Committee shall be known as the Department of Defense Military Family Readiness Council (hereafter referred to as the Council).
- B. Objectives and Scope of Activities: The Council, under the provisions of 10 U.S.C. § 1781a and the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended), shall:
1. Review and make recommendations to the Secretary of Defense regarding the policy and plans required under 10 U.S.C. § 1781b;
  2. Monitor requirements for the support of military family readiness by the Department of Defense; and
  3. Evaluate and assess the effectiveness of the military family readiness programs and activities of the Department of Defense.

The Council, no later than February 1<sup>st</sup> of each year, shall submit to the Secretary of Defense and the congressional defense committees a report on military family readiness. Each report, as a minimum, shall include the following:

1. An assessment of the adequacy and effectiveness of the military family readiness programs and activities of the Department of Defense during the preceding fiscal year in meeting the needs and requirements of military families.
  2. Recommendations on actions to be taken to improve the capability of the military family readiness programs and activities of the Department of Defense to meet the needs and requirements of military families, including actions relating to the allocation of funding and other resources to and among such programs and activities.
- C. Council Membership: The Council, pursuant to 10 U.S.C. § 1781a(b), shall be comprised of no more than 12 members appointed as follows:
1. The Under Secretary of Defense for Personnel and Readiness, who shall serve as chair of the Council.
  2. One representative of each of the Army, Navy, Marine Corps, and Air Force, who shall be appointed by the Secretary of Defense.
  3. Three individuals appointed by the Secretary of Defense from among representatives of military family organizations, including military family organizations of families of members of the Active duty components and of families of members of the Reserve components.
  4. The senior enlisted advisors of the Army, Navy, Marine Corps, and Air Force, or the spouse of a senior enlisted member from each of the Army, Navy, Marine Corps, and Air Force.

The individual representatives of the Army, Navy, Marine Corps, and Air Force shall be regular government employees, and are appointed by the Secretary of Defense based upon their ex officio position in the Department of Defense: the Vice Chief of Staff, U.S. Army; the Vice Chief of Naval Operations, U.S. Navy; the Vice Chief of Staff, U.S. Air Force; and the Assistant Commandant of the U.S. Marine Corps.

Pursuant to 10 U.S.C. § 1781a(b)(C), the term of office for those individuals appointed by the Secretary of Defense from military family organizations shall be three years.

Council members appointed by the Secretary of Defense, who are not full-time or permanent part-time employees of the federal government, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109 and, with the exception of travel and per diem for official travel, they shall serve without compensation. These experts and consultants shall be considered Special Government Employees, and their appointments, regardless of their term of office, shall be renewed by the Secretary of Defense on an annual basis.

- D. Council Meetings: The Council shall meet at the call of the Council's Designated Federal Officer, in consultation with the chairperson. Pursuant to 10 U.S.C. § 1781a(c), the Council, as a minimum, shall meet twice a year.

The Designated Federal Officer shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. In addition, the Designated Federal Officer shall attend all Council and subcommittee meetings.

The Council shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and other appropriate federal regulations.

Such subcommittees or workgroups shall not work independently of the chartered Council, and shall report all their recommendations and advice to the Council for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Council nor can they report directly to the Department of Defense or any federal officers or employees who are not Council Members.

- E. Duration and Termination of the Council: Pursuant to 10 U.S.C. § 1781a, the need for this advisory function is on a continuing basis; however, the Council's charter is subject to renewal every two years.
- F. Agency Support: The Department of Defense, through the Under Secretary of Defense for Personnel and Readiness, shall provide support as deemed necessary for the performance of the Council's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix, as amended.

- G. Operating Costs: It is estimated that the annual operating costs, to include travel and contract support, for this Council is \$5,000,000.00. The estimated cost in man-years to the Department of Defense is 4.3 full-time equivalents.
- H. Recordkeeping: The records of the Council and its subcommittees shall be handled according to section 2, General Records Schedule 26 and appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).
- I. Charter Filed: November 14, 2008